

IETF Administration LLC

	2021 Budget	2020 Budget	Variance	2020 Reforecast
Non-Meeting Revenue	2021 Budget	2020 Budget	Variance	2020 Reforecast
Contributions	\$ 6,750,000	\$ 5,075,000	\$ 1,675,000	\$ 5,075,000
ISOC Contribution (Operating)	\$ 6,250,000	\$ 5,000,000	\$ 1,250,000	\$ 5,000,000
Endowment Contributions	\$ 500,000	\$ -	\$ 500,000	\$ -
1 ISOC Contribution (Endowment)	\$ -	\$ -	\$ -	\$ -
Other Contributions	\$ -	\$ 75,000	\$ (75,000)	\$ 75,000
Administrative In-Kind Contribution	\$ 9,000	\$ 9,000	\$ -	\$ 9,000
Conference Services	\$ 9,000	\$ 9,000	\$ -	\$ 9,000
Other	\$ 730,940	\$ 373,414	\$ 357,526	\$ 373,414
Interest Income	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
Investment Interest Income	\$ 728,940	\$ 349,914	\$ 379,026	\$ 349,914
2 IRTF Income	\$ -	\$ 21,500	\$ (21,500)	\$ 21,500
Total Non-Meeting Revenue	\$ 7,489,940	\$ 5,457,414	\$ 2,032,526	\$ 5,457,414
Meeting Revenue	2021 Budget	2020 Budget	Variance	2020 Reforecast
Registration Fees	\$ 1,510,625	\$ 2,145,625	\$ (635,000)	\$ 340,000
Sponsorship	\$ 1,045,833	\$ 1,327,550	\$ (281,717)	\$ 658,001
Sponsorship - In-Kind	\$ -	\$ 75,000	\$ (75,000)	\$ -
Hotel Commissions	\$ 114,501	\$ 165,906	\$ (51,405)	\$ -
Rebates & Comps	\$ 406,978	\$ 89,918	\$ 317,060	\$ -
Misc.	\$ 26,500	\$ 15,000	\$ 11,500	\$ 392,492
Total Meeting Revenue	\$ 3,104,437	\$ 3,818,999	\$ (714,562)	\$ 1,390,493
TOTAL REVENUE	\$ 10,594,377	\$ 9,276,413	\$ 1,317,964	\$ 6,847,907
Meeting Expenses	2021 Budget	2020 Budget	Variance	2020 Reforecast
Venue Costs	\$ 1,111,088	\$ 1,458,848	\$ (347,760)	\$ -
Travel and Expenses	\$ 349,800	\$ -	\$ 349,800	\$ -
3 Meeting Support	\$ 1,006,480	\$ 1,317,680	\$ (311,200)	\$ 929,100
NOC Support	\$ 701,387	\$ 1,100,219	\$ (398,832)	\$ 519,002
Other	\$ 153,538	\$ 146,995	\$ 6,543	\$ 90,599
Site Visits	\$ 25,500	\$ 86,500	\$ (61,000)	\$ 19,288
Total Meeting Expenses	\$ 3,347,792	\$ 4,110,242	\$ (762,450)	\$ 1,557,989
Operating Expenses	2021 Budget	2020 Budget	Variance	2020 Reforecast
4 Administration	\$ 1,994,729	\$ 2,604,040	\$ (609,311)	\$ 2,439,080
5 Staff Costs	\$ 855,437	\$ 929,578	\$ (74,141)	\$ 865,118
6 Operations	\$ 388,032	\$ 345,382	\$ 42,650	\$ 276,882
Board Costs	\$ 84,580	\$ 92,000	\$ (7,420)	\$ 92,000
7 Secretariat - Admin	\$ 332,280	\$ 886,080	\$ (553,800)	\$ 886,080
CPA Services	\$ 155,000	\$ 100,000	\$ 55,000	\$ 143,000
Legal Services	\$ 179,400	\$ 156,000	\$ 23,400	\$ 156,000
RFP Management	\$ -	\$ 95,000	\$ (95,000)	\$ 20,000
RFC Services	\$ 1,482,744	\$ 1,371,444	\$ 111,300	\$ 1,403,544
RFC Production Center	\$ 1,313,944	\$ 1,252,144	\$ 61,800	\$ 1,313,944
RFC Series Editor	\$ 159,800	\$ 110,300	\$ 49,500	\$ 80,600
Independent Submissions Editor	\$ 9,000	\$ 9,000	\$ -	\$ 9,000
8 Community Leadership	\$ 682,660	\$ 148,124	\$ 534,536	\$ 79,124
Secretariat - Community leadership	\$ 553,800	\$ -	\$ 553,800	\$ -
IESG Support	\$ 22,240	\$ 31,500	\$ (9,260)	\$ 12,000
IAB Support	\$ 37,440	\$ 31,500	\$ 5,940	\$ 12,000
IRTF Support	\$ 17,650	\$ 33,624	\$ (15,974)	\$ 33,624
NomCom Support	\$ 1,530	\$ 1,500	\$ 30	\$ 1,500
Community Leadership Training	\$ 50,000	\$ 50,000	\$ -	\$ 20,000
IETF Trust	\$ 80,850	\$ 110,000	\$ (29,150)	\$ 110,000
Standard Budget	\$ 80,850	\$ 77,000	\$ 3,850	\$ 77,000
Special Projects	\$ -	\$ 33,000	\$ (33,000)	\$ 33,000
Special Projects	\$ 100,000	\$ 50,000	\$ 50,000	\$ 100,000
9 Tools	\$ 1,301,052	\$ 821,840	\$ 479,212	\$ 560,830
Secretariat - IT	\$ 443,040	\$ 443,040	\$ -	\$ 443,040
Management/Planning	\$ 123,756	\$ -	\$ 123,756	\$ -
Research/Analysis/Design	\$ 223,756	\$ -	\$ 223,756	\$ -
Software Development	\$ 281,375	\$ -	\$ 281,375	\$ -
Infrastructure Development	\$ 20,000	\$ -	\$ 20,000	\$ -
Operations (non-Secretariat)	\$ 109,125	\$ -	\$ 109,125	\$ -
Review/Audit	\$ 100,000	\$ -	\$ 100,000	\$ -
Total Operating Expenses	\$ 5,642,035	\$ 5,105,448	\$ 536,587	\$ 4,692,578
Total Expenses	\$ 8,989,827	\$ 9,215,690	\$ (225,863)	\$ 6,250,567
Net Income	\$ 1,604,550	\$ 60,723	\$ 1,543,827	\$ 597,340
IETF Capital Investment	\$ 585,000	\$ 160,500	\$ 424,500	\$ 160,500
Net Income (after Capital Expenditures)	\$ 1,019,550	\$ (99,777)	\$ 1,119,327	\$ 436,840

Notes:

- 1 ISOC match funds endowment contributions in the following year
- 2 IRTF income (ANRW) is now included in the meetings sub-budget along with ANRW expenditure
- 3 Previously some meeting support costs were budgeted in a different section
- 4 Decrease is primarily due to reapportionment of costs not an underlying decrease
- 5 Includes 2 directly employed staff and 1 vacant position
- 6 Includes RFP Management Expenses from previous budgets
- 7 For 2021 this has been split between this code and 'Secretariat - Community leadership' below
- 8 Increase is primarily due to reapportionment of costs not an underlying increase
- 9 The 2020 tools total has been manually added as in previous years tools have been presented very differently

	IETF110 Prague (USD)	IETF111 San Francisco (USD)	IETF112 Madrid (USD)	Non-Specific	TOTAL
MEETING REVENUE	\$ 406,875	\$ 1,281,159	\$ 1,416,403		\$ 3,104,437
Registration Fees	\$ 194,375	\$ 709,500	\$ 606,750		\$ 1,510,625
Sponsorship	\$ 212,500	\$ 425,000	\$ 408,333		\$ 1,045,833
Sponsorship - In-Kind	\$ -	\$ -	\$ -		\$ -
Hotel Commissions	\$ -	\$ 65,673	\$ 48,828		\$ 114,501
Rebates & Comps	\$ -	\$ 54,487	\$ 352,491		\$ 406,978
Misc.	\$ -	\$ 26,500	\$ -		\$ 26,500
MEETING EXPENSES	\$ 513,506	\$ 1,500,655	\$ 1,293,131		\$ 3,307,292
Venue Costs	\$ -	\$ 663,915	\$ 447,173		\$ 1,111,088
Meeting Space	\$ -	\$ -	\$ 141,250		\$ 141,250
F&B	\$ -	\$ 530,500	\$ 215,288		\$ 745,788
A/V	\$ -	\$ 94,075	\$ 43,505		\$ 137,580
Electrical Power	\$ -	\$ 7,725	\$ 4,520		\$ 12,245
5% Overage Allocation	\$ -	\$ 31,615	\$ 20,063		\$ 51,678
Exchange Rate Variance	\$ -	\$ -	\$ 22,547		\$ 22,547
Travel and Expenses	\$ -	\$ 172,950	\$ 176,850		\$ 349,800
Meeting Support	\$ 322,860	\$ 335,560	\$ 348,060		\$ 1,006,480
Secretariat	\$ 322,860	\$ 322,860	\$ 322,860		\$ 968,580
Shipping	\$ -	\$ 3,500	\$ 16,500		\$ 20,000
Supplies	\$ -	\$ 3,200	\$ 3,200		\$ 6,400
Printing	\$ -	\$ 3,000	\$ 3,000		\$ 6,000
Temporary Labor	\$ -	\$ 3,000	\$ 2,500		\$ 5,500
Miscellaneous	\$ -	\$ -	\$ -		\$ -
NOC Support	\$ 154,129	\$ 262,129	\$ 270,129	\$ 15,000	\$ 701,387
In-Kind Circuits	\$ -	\$ 30,000	\$ 30,000		\$ 60,000
NOC Lead	\$ 40,000	\$ 40,000	\$ 40,000		\$ 120,000
Venue Network Costs	\$ -	\$ -	\$ -		\$ -
Connectivity Support	\$ 54,000	\$ 130,000	\$ 140,000		\$ 324,000
Remote Participation Support	\$ 60,000	\$ 61,500	\$ 60,000		\$ 181,500
Miscellaneous	\$ 129	\$ 629	\$ 129		\$ 887
Non-Specific Mtg Expenses				\$ 15,000	\$ 15,000
Other	\$ 36,517	\$ 56,101	\$ 50,919		\$ 143,538
Insurance	\$ -	\$ 5,000	\$ 5,000		\$ 10,000
Credit Card/Bank Fees (Wires)	\$ 6,517	\$ 28,101	\$ 19,919		\$ 54,538
Hackathon T-Shirts	\$ 30,000	\$ 3,000	\$ 3,000		\$ 36,000
VAT Recovery Fee	\$ -	\$ -	\$ 3,000		\$ 3,000
Onsite Childcare	\$ -	\$ 20,000	\$ 20,000		\$ 40,000
MEETING DEFICIT/SURPLUS	\$ (106,631)	\$ (219,496)	\$ 123,271		\$ (202,855)
Site Visits (formerly future meetings)				\$ 25,500	\$ 25,500
Staff Travel				\$ 17,000	\$ 17,000
NOC Travel				\$ 8,500	\$ 8,500
Executive Director/Other Travel					\$ -

Chart of Accounts

Non-Meeting Revenue		
Contributions		
ISOC Contribution (Operating)		Internet Society annual operating contribution (received in December)
Endowment Contributions		Contributions to the IETF Endowment
ISOC Contribution (Endowment)		Internet Society contribution to the IETF Endowment
Other Contributions		Other contributions
Administrative In-Kind Contribution		
Conference Services		Value of donated conferencing services
Other		
Interest Income		Interest on bank accounts
Investment Interest Income		Interest on investments
IRTF Income		Income specifically for IRTF ANRW
Meeting Revenue		
Registration Fees		Meeting registration fees
Sponsorship		Meeting sponsorship
Sponsorship - In-Kind		Value of in-kind services provided as meeting sponsorship
Hotel Commissions		Commissions received from hotels
Rebates & Comps		Value of rebates and complimentary rooms received from hotels
Misc.		Miscellaneous meeting revenue, including insurance payouts
Meeting Expenses		
Venue Costs		
	Meeting Space	Venue hire
	F&B	Venue catering and bedrooms
	A/V	Audio / visual services
	Electrical Power	Electricity
	5% Overage Allocation	In case of overage on venue costs
	Exchange Rate Variance	In case of significant variance in budgeted exchange rate
Travel and Expenses		Full travel and expenses costs of all staff and contractors
Meeting Support		
	Secretariat	Secretariat labour for meeting support
	Shipping	Shipping secretariat equipment
	Supplies	General supplies
	Printing	Printing
	Temporary Labor	Temporary local staff
	Miscellaneous	Miscellaneous meeting support costs
NOC Support		
	In-Kind Circuits	Value of in-kind circuits donated for the meeting
	NOC Lead	Contracted NOC Lead services
	Venue Network Costs	Local venue network installation or support services
	Connectivity Support	Contracted network support services
	Remote Participation Support	Contracted remote participation services
	Miscellaneous	Miscellaneous NOC costs
	Non-Specific Mtg Expenses	NOC expenses not specific to a meeting
Other		
	Insurance	Meeting specific insurance
	Credit Card/Bank Fees (Wires)	Credit card and bank fees
	Hackathon T-Shirts	Hackathon t-shirt printing and delivery costs
	VAT Recovery Fee	Fee to specialist VAT recovery agency
	Onsite Childcare	Onsite childcare provision
Site Visits		
	Staff Travel	Secretariat travel for venue site visits
	NOC Travel	NOC travel for venue site visits
Operating Expenses		
Administration		
Staff Costs		IETF LLC directly employed staff costs
Operations		IETF LLC operational costs including IT, insurance, comms
Board Costs		IETF LLC board retreats, non-meeting travel and discretionary fund
Secretariat - Admin		Secretariat labour for non-meeting costs
Secretariat - IT		Secretariat IETF tools operations support cost
CPA Services		Accountants
Legal Services		Lawyers
RFP Management		(No longer in use) RFP management direct costs
RFC Services		
RFC Production Center		Contracted RFC Production Center
RFC Series Editor		Contracted RFC Series Editor and temporary project manager
Independent Submissions Editor		Non-meeting travel and expenses for ISE
Community Leadership		
IESG Support		IESG retreats and discretionary fund
IAB Support		IAB retreats and discretionary fund
IRTF Support		ANRW sponsorship and IRTF dinner
NomCom Support		NomCom annual dinner
Community Leadership Training		Special project fund for community leadership training
IETF Trust		
Standard Budget		IETF Trust operating budget
Special Projects		IETF Trust special projects
Special Projects		
Projects not related to any other category		
Tools		
Management/Planning		Tools expenses by lifecycle: Management/Planning, includes Tools Team PM
Research/Analysis/Design		Tools expenses by lifecycle: Research/Analysis/Design
Software Development		Tools expenses by lifecycle: Software Development
Infrastructure Development		Tools expenses by lifecycle: Infrastructure Development
Operations (non-Secretariat)		Tools expenses by lifecycle: Operations (non-Secretariat)
Review/Audit		Tools expenses by lifecycle: Review/Audit